

## BURLINGTON CITY COUNCIL REGULAR SESSION OCTOBER 21, 2015

City of Burlington Governing Body met in Regular Session at City Hall, 301 Neosho Street, Burlington, Kansas at 6:00 p.m. Wednesday, October 21, 2015. Mayor Stan Luke called the meeting to order.

**ROLL CALL:** ☒ Stan Luke, Mayor

**Council Members present:**

☒ Lewis Lenard  
☒ Jane M. Griffith

☒ Dallas Scothorn (Arrived @ 6:20 p.m.) ☒ Jerilyn Curtiss  
☒ Thomas P. Tschantz ☒ Sharon Hall

**Superintendents Present:**

☒ Kevin Boyce (Parks)  
☒ Doug Jones Chief of Police)

☒ Alan Schneider (Electric) ☒ Doug Mast (Street)  
☐ Danny Hawkins (Water/Wastewater)(Left after his update)

**Also Present:**

☒ Regina Kewley (City Clerk)  
☒ Thomas Robrahn (City Attorney)

☒ Jimmy Hugunin (Zoning & Grants Clerk)  
☐ Susan Stroh (Administrative Assistant)

**Media Present:** Mark Petterson (Coffey County Republican)

**VISITORS:** Tara Glades, Chuck Coker, Becky Reeves

**AGENDA:** *Council Member Curtiss stated, "I move to approve the amended agenda." Council Member Lenard, "Second." Motion unanimously carried.*

**MINUTES:** *October 7, 2015: Council Member Griffith moved to accept the Draft Minutes of Council's regular session of October 7, 2015 as presented. Council Member Lenard, "Second" Motion unanimously carried.*

**APPOINTMENT: Tara Glades - Beta Sigma Phi Turkey Trot/Walk on Thanksgiving Day (11/26/2015)**

Tara Glades stated, "Thank you so much for letting me be here tonight. I'm here on behalf of Beta Sigma Phi to ask permission once again this year to have the Turkey Trot on Thanksgiving morning. I have a map for everybody to see where that is. This is our fourth or fifth year of doing this. As you know from past years, every year we give scholarships away to graduating Seniors, and this is our main fundraiser to be able to do that. Registration begins at 7:30 in the morning, the race starts at 8 o'clock, and we are usually packed up, cleaned up, and headed out of there by 10:30. It does not take much time at all. It is \$20 to participate and registration is completed around September 9th or 10th in order to get a shirt. Registration is at Citizen State Bank and Patty Ann Sanborn's office at State Farm Insurance." She provided the routes:

**Turkey Trot** Starts and Ends at Coffey County Library, Burlington branch, 410 Juniatta; head west on Juniatta to 6th Street; turn (left) south at 6th Street; turn (right) west on Neosho Street; turn (left) south on 13th Street.

Fun Run turns left on the south side of swimming pool; then turns (left) north onto 6th Street; and then (right) east onto Juniatta to the library.

5K continues on 13th Street to Housatonic; turn (left) east on Housatonic; turn (left) north onto 6th Street; turn (right) east on Juniatta to the library.

Mayor Luke asked if any streets need to be blocked off. Mrs. Glades replied, "No, we never have in the past. We anticipate we will have about thirty participants, as usual." Mayor Luke asked if any of those streets will be under repair. Superintendent Mast said, "Not that I'm aware of. We should be done with everything streetwise by then." Chief Jones said, "They're low traffic streets and we've never had an issue with the event."

*Council Member Curtiss stated, "I move to approve Tara Glade's request to hold the Nu Delta Beta Phi Turkey Trot/Walk on Thanksgiving, November 26, 2015." Council Member Lenard, "Second." Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried.*

**APPOINTMENT: Chuck Coker: Utility Billing Software**

Chuck Coker stated, "I'd like to have some clarification on the status of this new billing system for utilities. Is this something that's gonna get fixed within the next thirty days, or are we gonna be putting up with this for the rest of the year?" Mayor Luke said, "We'll probably be putting up with it for a minimum of two months, possibly a third; depending on if there's additional things we want to incorporate into that whole process. We've modified and changed some things. We won't be changing the looks of the bill until we run out of the inventory of what we have. At that time, we may be looking into changing how the bill looks. In fact at some time in the future, we may be going into envelopes instead of just cards. There are some changes and modifications that are underway. They input data between system A and the new system. They don't always coincide and it creates issues."

Mayor Luke continued, "We're getting most of those glitches taken care of. We've spent quite a little bit of overtime and with a contractor (Computer Information Concepts) on the phone and on conference calls. It's surprising how many things we incorporate into that whole process. It's not just the bills. It's meter reading. It's a

**[2] CONTINUATION: October 21, 2015 Burlington City Council Meeting**

whole series of court information. It's everything the City does. Scheduling and reports that go to the State and everybody else all goes through that system, and we're trying to resolve the issues as best we can. Will they all be resolved overnight? No, they cannot be. The company we had is no longer doing cities. They are out of the business, so we're in the process of trying to take a system and make it work for ours; and I think there are forty or fifty cities in the state that have this program. Seventeen of them right now are new to the system and they're working with all the new cities to get it cleared up. I cannot guarantee you thirty days; but I think we will have everything done before the end of the year."

Mr. Coker, "In conjunction with that, why was this not a design change that was accomplished before it was blindly implemented?" Mayor Luke, "Well, I wouldn't say it was blindly implemented. It was a process." Mr. Coker, "It certainly looks like it." Mayor Luke, "Looks can be deceiving. We took the current system, put test runs into it. While we had a few test runs, it seemed to operate and test correctly. When we started downloading mass forms of data and lots of history, we ran into some glitches because they (CIC) weren't used to having certain things that we have on our billing system; so they've been correcting and making that communication system work. When we have a credit on a utility bill, they never had that in their system, so that messed up on utilities. There was sales tax that wasn't done right because of the credits; we've got that pretty much taken care of. There's a whole series of issues within it that has been addressed and resolved. As we add more and more things to it, we may even have some additional issues; but right now, we're on the downhill side of the issues."

City Clerk Kewley stated, "Chuck, I would like to add that we were notified at the end of June (2014) about Thomson Reuter discontinuing (financial software for) all the cities. I notified council in July, giving them a heads-up. We started doing demos in September. (*Demos: Having companies come in to demonstrate their programs.*) We did get through the budget, then we got right in. We were actually one of the first cities to try to get in line so we could get it transitioned over by the end of this year. So, we've had a year and a half with planning all this."

Mr. Coker, "I still don't understand why a company that was so sloppy in looking at what they needed to work with was hired to do the job." Council Member Lenard said, "Chuck, I don't think the selection of the vendor we have after working on this a year and a half, and you being a former council member - if you had a concern with the contractor, maybe you should have come here about a year ago. We've used this system for over thirty years. We don't expect it (the transition) to happen overnight; and if we've had one complaint - which I thank you for - out of twenty-one hundred, I think we're batting pretty good." Mr. Coker, "I'm the only one complaining?" Council Member Lenard, "You're the only one that's been here to make a complaint; and I think it's great. So one out of twenty-one hundred bills, if there's that kind of error rate we're setting pretty good." Mr. Coker, "Maybe they don't come here, but they don't get any better answer than I'm getting tonight. They know they won't."

Mayor Luke, "I don't know what kind of answer you expect." Council Member Lenard, "For those that may be intellectually challenged to understand what we have to go through, maybe that's the case; but our office (City Hall) has been repeatedly commended with our audits, the way they handle the audits. You know that. That happened when you were on the council. It continues to happen. So, the attention to detail and accuracy has never stopped." Mr. Coker, "Where'd the auditors come into this? I'm asking about specifically why somebody would come to our office to develop a billing system for this community without having the capability of doing it better than they have done? You say it's taken a year and a half to get it done?"

Mayor Luke stated, "It's taken a year and a half for us to make a decision of who to hire, after having several companies come in and give us demonstrations of how their process works; and to actually start the implementation." City Clerk Kewley said, "We started implementation in May. We had to do them (each type of service) in different modules. We started in May with the utilities AP; then we did payroll; then we did court. Module UB is the very last module because it is Utility Billing, which is so huge. We have so many complicated services for this size of city that it's got to be right. I mean, it's just that every city is a little different on how they do their services." Mr. Coker, "If it's so complicated, then maybe that's what you should have started on first. I'm seeing bad judgment, that's what I'm saying." Mayor Luke, "There may have been, but there's also some issues with the supplier." Mr. Coker, "And I don't see it being corrected in any reasonable expected time." Mayor Luke, "Well, I hope we can surprise you." Mr. Coker, "I would be glad."

Mr. Coker continued, "I've never had a late payment to this community in the thirty years I've been here; and I don't care for past-due statements." Mayor Luke, "I understand." Mr. Coker, "That is ludicrous that somebody wasn't watching that aspect of it knowing full well that they were into something that was not fully vetted." Mr. Cooker said 'Good evening' and left the meeting.

**APPOINTMENT: Misty Marchant, Chamber of Commerce - Request Street Closing on October 30, 2015**

City Clerk Kewley presented a request on behalf of Misty Marchant, Coffey County Chamber of Commerce Director, "Misty came in this afternoon. She is at a Chamber meeting right now. Misty wants to know if the Council will authorize closing Neosho Street between 3rd and 4th on next Friday, October 30th. They have several things going on: the Shoptober event, trick-or-treating using the sidewalks, Bri's Dance performance. It has gotten bigger than they expected and they are concerned people will be getting out in the street, which would be dangerous if the street is not closed; so Misty wants permission to shut down that section of Neosho Street for about twenty minutes. Chief Jones was talking to her before she came in to see me."

Chief Jones stated, "My concern is, if we're going to shut down the street, we'll do it right - we'll have the Street Department drop barricades and we'll barricade Neosho at 3rd Street and at 4th Street. Initially, she was

**[3] CONTINUATION: October 21, 2015 Burlington City Council Meeting**

talking about just shutting the street down for three to five minutes while Bri's Dance Studio does a routine in the middle of the street. I was not too impressed with that idea, but it sounds like there's more to the event now." City Clerk Kewley said, "Mainly, it's for the dance. She is concerned with the dancing and parents being there, which is really why she wants it shut down. She says they'll be done within ten minutes, but it's not going to take long."

Chief Jones, "If that's the main reason, my recommendation is to use the 4th Street Municipal Parking Lot in front of the fire station." Council Member Curtiss, "You said trick-or-treaters." City Clerk Kewley, "They're going on the sidewalk." Council Member Griffith commented, "Twenty minutes is tough, isn't it?" Chief Jones, "It's a Friday night, and there are no other events going on." Mayor Luke commented, "It seems like it will take longer to close it down than to have the event. If they have it in the parking lot, do we just put barricades at the entrances?" Chief Jones, "No, we don't even have to do that. We could drop barricades and they could put them up for the first set of parking spots closest to the building - just like we do for the newspaper's Christmas On Us event. We could block off the first part of the parking lot and everything else will be wide open. Parents and Grandparents can get there; parking will be available; and they will have a relatively secure area to do the dance routine. It won't require us to shut the street down."

Mayor Luke asked about the trick-or-treating and if it will be from car trunks. Chief Jones said, "This will be the first year for trick-or-treat." Superintendent Mast said, "Normally, the kids are going everywhere else but downtown. This is the first time they are getting the businesses involved in a trick-or-treat event." Zoning Clerk Hugunin, "They're trying to get people into the businesses downtown." City Clerk Kewley said the children will go up and down the sidewalk and visit businesses for treats." Superintendent Mast commented, "If they're trying to get people downtown to visit the businesses, the last thing you want to do is close the road." Chief Jones, "I would also point out that the west side of 75 Highway is also downtown, and there are some businesses over there that may choose to participate. They shouldn't be shut out either."

Council Member Lenard stated, "I think we need to proceed with an alternative plan." Chief Jones, "My alternative suggestion would be to use the Municipal Parking Lot at 4th and Hudson in front of the fire station."

***Council Member Tschantz made the motion to accept Chief Jones' alternate plan for the Chamber of Commerce events (Shoptober Drawing, Trick-or-Treating, and Bri's Dance Studio performance) to be held at the 4th Street Municipal Parking Lot in front of the Fire Station on Friday, October 30th at 6 o'clock p.m. Council Member Hall, "I'll second the motion." Hearing no discussion, Mayor Luke called for a vote. Motion unanimously carried.***

**PUBLIC COMMENTS: None**

**ELECTRIC DEPARTMENT: Distribution Updates**

**General:** Superintendent Schneider reported, "We are still doing customer service requests, line locates, and work orders. We also read electric meters since last council, and have been installing AMI meters and rewiring metering applications to match new meters. We attended the KMU sponsored safety training."

**Power Outages:** Superintendent Schneider stated, "Recently, the squirrels have been getting ready for winter and have been very active. We've had quite a few outages; and every time one of those transformer fuses blow, it flickers the system in that part of town, which is the way the system is supposed to work. City Hall is getting phone calls and I'm getting plenty of phone calls. I understand it is annoying to customers, and we try to get power restored as quickly as possible. We just don't have any miracle cure to keep the squirrels from climbing up on our equipment. We've got some safeguards - squirrel guards, and we have 15kv cable on those leads, but it doesn't always cover everything. I know I keep saying outages are caused by squirrels, but that's been the majority of our issues. I just want everybody to know we will take care of outages as quickly as possible." He added, "We have one end of town that's taking a hit this year, and it's kind of normal. They must have good trees down there." He asked that people be patient, and said they are doing their best with that issue.

**ELECTRIC DEPARTMENT: Power Plant/Production Update**

**General:** Personnel are still doing general Power Plant maintenance and required reports. They did a maintenance run on Generator #6 today and everything went well.

**Add a Generator:** Superintendent Schneider stated, "I want to bring something to Council's attention. I visited with the Utility Committee, both this year and last year, about our generation capabilities at the Power Plant. We are at capacity limits with our current generation. The issue is mainly during our summer season. Should we have a generator down for maintenance whether scheduled or unscheduled and as the serving load is increased, we are not going to be able to cover our customers all at once." Mayor Luke, "That's assuming we lose our 69kv service." Superintendent Schneider, "Yes, if we lose our incoming tie from Westar Energy, that is correct. In the summer peak season if we have a generator that is not going to come up and run, that would create a situation of rolling blackouts to our customers, which is not a good predicament to be in." (continued)

**[4] CONTINUATION: October 21, 2015 Burlington City Council Meeting**

Superintendent Schneider stated, "I would like to move forward and get additional information with budgetary numbers of what it will take to add generation to cover our serving load - not only now but into the future, within a reasonable amount of time." He added, "Some of the things to investigate are: generator options, engineering, application process with KDHE and EPA, and the cost associated for the application process. I would like to research and find out what it is going to take, and then report back to Council after the first of the year - maybe January or early February 2016." Mayor Luke explained that no action needs to be taken because no funds are being extended at this point; and that all Council needs to do is agree this is the direction to take so Superintendent Schneider can start compiling the information needed and report back to Council early next year. **Mayor Luke, "Go ahead, it looks like we can move forward."**

Superintendent Schneider stated, "As I tell everybody all the time, please come out to the Power Plant and the line crew to see what we've got going on and what we've got - any time, anybody."

**ELECTRIC PERSONNEL: Dogwood Power Plant - Tour, October 28, 2015**

Superintendent Schneider reminded everyone the Dogwood Power Plant tour is Wednesday, October 28th in Pleasant Hill, Missouri. He, City Clerk Kewley, and Council Member Scothorn are planning to go. Anyone else who is interested should let Superintendent Schneider know Thursday so he can let them know this Friday.

**WATER DEPARTMENT: Distribution Update**

Mayor Luke stated, "As you know Danny's grandmother passed away and he's been away from the office for the last few days." He provided the report.

**Brush Pickup:** The Water Department has completed the city-wide brush pickup. They tilled and seeded areas damaged during the brush cleanup.

**Fire Hydrant Replacement:** On October 12th, the fire hydrant on the northwest corner of Kennedy and Shea.

**Water Problems:** Burlington High School and Middle School, the Recreation Center, and the Life Care Center were out of water for about fifty minutes.

**Water Meters:** The Water Department has been installing a new water meter service at 423 Yuba, two new services on Merrimac for Mike Abendroth's construction, and service at the Happy Tails Dog Park on 2nd Street.

**Sidewalk Replacement:** Personnel have begun replacing and repairing sidewalks that were damaged in the Waterline Replacement project. Hopefully, it will be completed and concrete poured by the end of the week.

**General:** Personnel have been doing normal duties - rereads, line locates, and work orders.

**WATER DEPARTMENT: Water Production Update**

**Water Treatment Plant:** The Water Plant has been running well, and is producing an average of 435,000 gallons of water a day.

**Backwash Holding Basin:** Gary Myers of JCI came in to help with the Backwash holding basin, and JCI will have a pin machined for their sludge rack.

**Blue Water Tower (Oak Park)-Inspection:** On October 26th, the Water Department will have an inspection of the Blue Water Tower (Oak Park), so there will be a few overtime hours scheduled for the Operator who will be on duty that day to work with the inspector.

**Comment:** Council Member Tschantz reported, "I went to see Danny (Superintendent Hawkins) at the Water Plant. I've been in a lot of water treatment plants, and I was impressed. I understand what's going on down there and the gist of everything - how the chlorine is injected, how the ammonia is injected, and all that. I was impressed." Mayor Luke, "I'll let Danny and his crew know."

**STREET DEPARTMENT: Update**

**2015 Asphalt Project - 4th Street Municipal Parking Lot:** Superintendent Mast reported, "A lot of our work has been tied in with APAC being in town. They started with patching some soft spots at Caboose parking lot, (4th Street Municipal Parking Lot). There were numerous spots that when they milled off, bad places that were not going to hold anything up were found underneath; so we had to dig those out and put the patches in there. It took a little bit of time."

He added, "APAC is almost complete. They should finish either this evening or tomorrow; and I'll be glad to have it done. We've had a few people call with concerns about the drop-off at the road and their driveways and things like that. We will be going back and putting rock into people's driveways when we get time; plus, we want that asphalt to cure a little. If we get on it when it's green and start spinning equipment, it's not good for the asphalt. We're getting those things, and ones we feel are very bad. We will try to work those from the back side and get them taken care of."

Council Member Griffith asked if that included the sidewalks. Superintendent Mast replied, "Basically what we will have to do with some of those sidewalks is to pull them out, redo them, and bring them up to the level they need to be at. That's going to take more time, so it will be a while before that gets done."

**2015 Fall Cleanup - Trash/Junk:** After completing the patching in the Caboose parking lot, Street personnel did the city-wide fall trash cleanup, which was completed in a couple of days.

**4th Street Municipal Parking Lot:** When the trash cleanup was finished, Street personnel went back to the 4th Street Municipal Parking Lot to repaint the parking lines and reinstall the parking blocks and signs.

**2015 Asphalt Project - Cleanup:** Superintendent Mast reported, "This week, we got caught up with the asphalt crew, so we started hauling waste material from the rebuilds on our streets to the landfill. That is taken care of."

**[5] CONTINUATION: October 21, 2015 Burlington City Council Meeting**

**POLICE DEPARTMENT: Update**

Chief Jones reported the Police Department has been staying busy.

**Personnel:** Officer Devin Haines started on shift last Saturday; and Reserve Officer Schankie has been helping out working a couple of shifts as well; so it's starting to look better.

**Municipal Court:** City Court two weeks ago had another very long trial, but otherwise seemed to go well.

**Homecoming Parade:** There were no issues with the Homecoming parade.

**Police Department - Drainage:** Superintendent Boyce and the utility crews have been working on drainage at the Police Department and got it looking a lot better.

**Local Emergency Planning Committee:** Chief Jones stated "I went to the LEPC meeting last Wednesday; and for whatever reason, I was elected to be Chairman of LEPC for the seventh time."

**Halloween Parade:** Chief Jones reported, " Burlington Elementary School Halloween parade is scheduled for Thursday, October 29 at about 2:15 in the afternoon. It will follow the usual route: from the grade school down to the stoplight and then back to the grade school. If the utility crews are available, they often help with traffic control." He will talk to Superintendents Mast and Hawkins to see if they will have anybody available.

**POLICE DEPARTMENT: Nuisance Properties**

**Hess Property Demolition (718 S. 5th) Update:** Chief Jones reported, "We've had a trackhoe setting over at Max Hess' house for about a week now, but nothing has happened yet. I will be getting back in touch with Mike Skillman yet again to find out where we're at with this demolition."

**Nuisance Property: Larry Hargreaves, DDS/Burlington Dental (314 Neosho) - Neighbor's affect on his building:** Chief Jones stated, "One morning after the last Council meeting, Jimmy (Zoning Clerk Hugunin) and I had a few minutes free and we took a walk and checked out the front of the old Johnson's Pharmacy building (312 Neosho), then went down the alley and looked at that building and at Dr. Hargreaves' building."

Zoning Clerk Hugunin said, "I got ahold of Danelle Birk (owner of the old Johnson's Pharmacy building). She got a different contractor. They're going to remove the awning on the back and replace the guttering and the fascia board. It's supposed to be happening soon. I talked to the contractor and he had planned on doing it, but has a few jobs scheduled. So, she is going to get that and the drainage issue taken care of." He added, "We talked about the front of her building, and she is going to talk to Gina (City Clerk), possibly to get a Building Restoration Loan to replace windows and such."

Chief Jones said, "One of the other things we looked at when we walked down that alley is that just coming off of 3rd Street and going down to the back side of Dr. Hargreaves' building, we counted fourteen different roofs that are going to be shedding rain water and such into that alley - plus whatever comes off 3rd Street. I will talk to Dr. Hargreaves - and I know Jimmy was going to mention it to him also, to tell him that just fixing the building next door is not going to solve his water issue. He is going to need to do some work on the back side of his property because there's a lot of water that goes down that alley."

Zoning Clerk Hugunin added, "The door he is questioning is probably a foot to a foot and a half below grade, so the water is going through that door." Chief Jones, "Dr. Hargreaves is going to have to grade to get some of that level, and then maybe run some concrete or something to get water to flow on around that. Right now, that door he is discussing is an old wooden door that has been pierced in two different places for utility access. It's not even a useable door. There is going to have to be some work on both sides of that property line." Council Member Hall, "You haven't talked with him yet?" He added, "I have talked to Dr. Hargreaves in the past. I have not talked to him since last Council." Council Member Curtiss, "Since you talked with Danny?" Chief Jones, "I have not talked to him since we talked with Danny. I was hoping we would actually see something on her end before I talk to Dr. Hargreaves again. I see him every Thursday anyway, so we'll make sure we keep the line of communication open."

**Police Committee Meeting - Tonight:** Council Member Lenard said he would like to have a Police Committee meeting after this Council meeting, and invited Mark Petterson if he had time. He said he would stay.

**PARKS DEPARTMENT: Update**

**General:** Superintendent Boyce reported they have been doing normal duties: cleaning public buildings and restrooms, mowing, weed eating, spraying weeds, watering flowers and trees. Mowing has slowed down; and since most of the flowers have been pulled, watering of them has also slowed down. Personnel also helped with the city-wide cleanup.

**Self-pay Stations for RV Parking:** Superintendent Boyce reported the concrete has been poured for the self-pay stations at Kelley Park and Drake Park. He hopes to get the boxes installed next week, but it will be a little while before the signage will be installed.

**Police Department - Landscaping:** Superintendent Boyce said, "As Doug (Chief Jones) said, we did pour that radius at 3rd Street and Alleghany Street at the Police Department. We were putting decorative rock in there

**[6] CONTINUATION: October 21, 2015 Burlington City Council Meeting**

and got to looking at it. We decided if we brought the rock out to the edge of the street, it would probably cause a mess as everybody cuts that corner, and we'd have rock out in the street. I visited with Doug on it and we agreed there needed to be a concrete valley there, so we got that in." He thanked Harold Reiling of the Street Department and J. J. Jasper of the Electric Department for helping.

**PARKS DEPARTMENT: RV Camping Fee Increase**

Superintendent Boyce addressed Council, "I would like to make the recommendation to increase fees for camping in Kelley Park and Drake Park. Since we made improvements to camping sites at Kelley Park, we now have electric and water at each of the upgraded spots west of the stadium. It is now \$6 regular and \$4 for senior citizens at Kelley Park; and at Drake Park/City Dam it is \$10 regular and \$8 for senior citizens. With going to self-pay stations, I would like to go to \$10 across the board for both parks; that way no one needs to be there to check on their senior citizen status. The sites at Kelley Park that don't have water are very seldom used, except for the County Fair and the WildBlue BBQ. I think it would be best to charge \$10 per night across the board for each spot." Mayor Luke asked, "Do we charge for the Fair and the BBQ?" Superintendent Boyce, "No."

**Council Member Curtiss stated, "I move to raise all camping site fees at Drake Park and Kelley Park to \$10 per night. Council Member Griffith, "I'll second." Mayor Luke called for discussion.** Council Member Curtiss asked, "And that's comparable to what you've check out?" Superintendent Boyce, "Yes. In fact, this weekend I'll be going to Missouri and staying in a Mark Twain National Forrest campground and it's \$15 per night there for electricity only." Mayor Luke asked if these are the only parks where we have camping sites. They are. **Mayor Luke called for a vote. Motion unanimously carried.**

**FINANCE: Claims Ordinance & Payroll Ordinance**

a.	Claims Ordinance	2015-20	\$427,698.14
b.	Payroll Ordinance	2015-22	\$ 78,595.93
	TOTAL		\$506,294.07

**CLAIMS 2015-20:** Council Member Lenard, "I move City of Burlington pay Claims Ordinance 2015-20 in the amount of \$427,698.14 for payment of city bills." Council Member Hall, "Second." Mayor Luke called for discussion. City Clerk Kewley stated, "Some of tonight's expenditures are: Coffey County Highway Department, \$20,983.19; Kansas Power Pool, \$224,078.25; Landis+Gyr, \$61,225; U.S. Lime Company, \$4,151.09. **Hearing no further discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Claims Ordinance 2015-20 approved by unanimous vote, 6:0.**

**PAYROLL 2015-22:** Council Member Lenard stated, "I move City of Burlington pay Payroll Ordinance 2015-22 in the amount of \$78,595.93." Council Member Hall, "Second." **Hearing no discussion, Mayor Luke instructed City Clerk Kewley to poll Council for a vote. All votes were in favor. Mayor Luke declared Payroll Ordinance 2015-22 approved by unanimous vote, 6:0.**

**PLANNING & ZONING: Update**

**General:** Zoning Clerk Hugunin reported, "I have been updating Facebook and the webpage. Now that the Parks Department and the Police Department have new grass, I will be updating photos for the webpage, and will also add the Happy Tails Dog Park to that. I have also been working on a few permits."

**Strategic Planning:** Zoning Clerk Hugunin attended the Strategic Planning Meeting last Friday with City Clerk Kewley, and found it interesting.

**Nuisance Property - Danelle Birk's Building:** As Chief Jones' reported earlier, Zoning Clerk Hugunin and he talked with Danelle Birk about her building.

**OTHER BUSINESS: Proclamation: SADD's Red Ribbon Week Proclamation (October 23 - 31)**

Mayor Luke, at the request of the Burlington High School Students Against Destructive Decisions, proclaimed the Week of October 23rd through the 31st to be Red Ribbon Week in the City of Burlington. Mayor Luke encourages citizens to participate in drug prevention education activities, making a visible statement that we are strongly committed to a drug-free life for our families and our community; and that all citizens pledge to be drug free.

**PERMITS: Permits issued by Zoning Clerk Hugunin:**

2015-038 Rosalie Carlson, 1410 Neosho - Single Family Dwelling  
2015-040 Joshua Lank, 516 S. 6th - Shed/Fence  
2015-041 Tom Caldwell, 211 Heather Street - Garage

**LEGAL DEPARTMENT: Update**

**KDOT Project Damages:** City Attorney Robrahn reported, "I worked on a letter to Chester Bross for damages at the intersection of 4th and Neosho and got that out, so we'll see what happens on that. Gina was also going to send a copy of that to KDOT." City Clerk Kewley, "Yes, I did do that."

**KGE Pollution Control Revenue Bonding:** Attorney Robrahn reported he is still working on the bonding issue with KG&E, probably through next week.

**Municipal Court:** Attorney Robrahn stated, "I attended the end of Municipal Court and got to see the end of that lengthy trial Phillip (Assistant City Attorney Wright) was working on. The Mayor was also there - to observe.

**[7] CONTINUATION: October 21, 2015 Burlington City Council Meeting**

**CITY CLERK: Update**

**General:** City Clerk Kewley reported City Hall Staff have been preparing billings for the customers and documents for tonight's meeting. We have been working with Computer Information Concepts daily on our financial software conversion.

**Local Emergency Planning Committee:** City Clerk Kewley said she attended several meetings since last council. On Wednesday, October 14th, she and Chief Jones attended the LEPC meeting.

**Coffey County Strategic Planning Committee:** On Friday, October 16th, City Clerk Kewley and Zoning Clerk Hugunin attended the Strategic Planning meeting, which was one of the first meetings attended by the new Coffey County Economic Development Director, Stacey Haines. Several agencies came together to provide an update of what is going on in our community. They plan to meet every other month.

**League of Kansas Municipalities Conference:** City Clerk Kewley attended the League Conference in Topeka on October 10, 11, and 12.

**Other:** City Clerk Kewley also helped with customers and phone calls, as needed.

**CITY CLERK: Audit Contract**

City Clerk Kewley reported that Mize Houser & Company P.A. gave us a proposed contract dated October 15, 2015 to start our 2015 audit, with a copy of the October 31, 2012 Peer Review Committee of the Kansas Society of CPAs review on the company. She had distributed the documents to the Council. City Clerk Kewley stated, "They will start immediately after we approve their proposal. I am asking that the motion be stated 'not to exceed \$12,135'. I do need a motion to approve that so they can start auditing our books."

***Council Member Hall stated, "I move to accept Mize Houser & Company's proposal as presented to perform City of Burlington's Financial Audit for Fiscal Year ending December 31, 2015, at a cost not to exceed \$12,135.00." Council Member Griffith, "Second." Mayor Luke called for discussion.*** City Clerk Kewley said, "Last year, our proposal was \$13,555, and that was if they had to do an additional single audit; so, they didn't really have much of an increase at all this year. **Hearing no further discussion, Mayor Luke called for a vote. Motion unanimously carried.**

**REPORTS BY CITY OFFICERS:**

**Thank You to City Departments** Council Member Griffith stated, "Mr. Mayor, I'd like to give an atta-boy to our workers. I've been down to the Electric Plant, and also to the Police Department, and with the Parks Department, and observing what the Street Department is doing; and our town looks very nice. I think they deserve a big thank you." Mayor Luke, to the Superintendents, "Take that back to your guys, if you would."

**LKM Conference:** Council Member Curtiss stated, "The League Conference was very good. I appreciate being able to go." Council Member Lenard added, "You hear other cities, and I think we're in a very good position compared to a lot of cities." Council Member Curtiss, "Yes. It makes you feel good when you get out of those meetings."

**LKM Regional Meetings:** Mayor Luke stated, "The League has six regional meetings. The closest one for us is in Olathe on November 10th. It's an evening dinner and a presentation. Registration is at 5:30, but we need to make reservations ahead of that. Dinner starts at 6:00. It takes a couple of hours and then you are through for the evening. If anybody would like to attend, let Gina know. We need to let them know sometime around the 3rd or 4th of November - so at our next council meeting. Check your schedules, see if you have the opportunity to attend. It should be pretty informative - they will discuss everything from the fall elections to things affecting the League and municipalities in the state of Kansas."

**Kansas Municipal Utilities (KMU Day)** Mayor Luke added, "There's also a KMU Day with legislatures that will be coming up in January. It is very informative, and you'll get a chance to meet the state representatives and senators that are in our geographical area, and we can address any and all issues that could impact us in what they're considering. I've been to several of those. As long as our representatives show up - sometimes they don't because they may be caught with something on the floor and be there sometimes until 8 or 9 o'clock at night. That event is also something we should be looking at attending."

(CONTINUED)

[8] CONTINUATION: October 21, 2015 Burlington City Council Meeting

**FUTURE AGENDA ITEMS:**

<b>GENERAL</b> City Debt – How to fund projects City Code Recodification Service/Allied Waste Agreement Renewal Mayor’s Volunteer Program Downtown Revitalization (Committee)	GAAP – Infrastructure Capitalization Actuaries – GASB-45 Financial Program Software (CIC) MT Wireless - Fiberoptics to City Buildings Police Officer Vacancies - Advertise until filled (8-6/2015 through ?)
<b>ELECTRIC DEPARTMENT:</b> GIS system Emissions Standards Compliance/EPA Fill Vacancy (Leadman) Power Outages - updates	Automatic Meter Infrastructure for Electric (AMI) Natural Gas - 2nd Supplier Industrial Park Substation - DC Power Supply Power Plant - Add Generator (research, etc.)
<b>PARKS DEPARTMENT:</b> Dog Park - Hydrant, Parking Improvements WildBlue BBQ and Taste of Fall Festival 2016 RV Camping - Signage	RV Parking Pay Stations for Kelley Park and Drake Park Cancer Support Group - 4-H Building 4-23-2016
<b>LEGAL DEPARTMENT:</b> Municipal Court KG&E Pollution Control Bonds Series 2016	KDOT Damages (4th & Neosho)
<b>PLANNING AND ZONING</b> Quarterly Construction Valuation Report Comprehensive Development Plan – Update by end 2015 Industrial Park Lots - for Sale, etc. Work w/PD on Nuisance Structure regulations City Hall Computer - replace Front Windows CPU	Carport for behind City Hall MT Networks Fiberoptics - updates Planning Commission Members (Advertise for 3) CPR/First Aid Training for Employees - Schedule
<b>POLICE DEPARTMENT</b> Nuisance Updates Personnel – Vacancy and Training Updates Nuisance - Burlington Dental Center / Danelle Birk Building	Nuisance Structures Demolition - Update on 718 S. 5th (Hess) Bike Patrol Program (update) Reserve Officer Schankie compensation (update)
<b>STREET DEPARTMENT:</b> Heather Street - Concrete Panels Sidewalk Replacement Repairs on City Rights-of-Way Equipment - Purchase Small Milling Machine for Sidewalks, etc. Street Sweeper in 2016 2015 Asphalt Project Grinding of Streets in 2015 and Plans/Machine for 2016	Rebuild/Repair Kennedy Street and 14 <sup>th</sup> Street Pavement Management System/Asset Management System 2015 Curb & Gutter Project (Yuba between 6th & 7th) Mohawk Street Improvements between 14th & 15th) KDOT's N.Hwy 75 Project
<b>WATER &amp; WASTEWATER DEPARTMENT:</b> Neosho Riverbank Stabilization Waterline Replacement Project Pump Repairs in 2016 (Clearwell/River Intake) Sewer Lagoons - Analysis by KRWA/funding for dredging KDHE L2 Monitoring	Clean Sewers Southwest Sewer Project SCADA System Fire Hydrant Static Testing Plumbing Violations Filter Pit - Actuators Water Plant Improvements–Efficiency John Redmond Reservoir – Dredging Filters/Anthracite/Bacterial Testing Fire Hydrant Flushing

Mayor Luke declared the meeting adjourned.

Approved by City Council ..... Regina R. Kewley, City Clerk